



National Finance Center Customer Notification

Date of Notification: December 15, 2010

Subject: NFC's Christmas Holiday

Database/Customer(s) Affected: All

Dear Customer:

In observance of the Christmas Holiday, the National Finance Center's (NFC) offices will be closed on Friday, December 24, 2010, including the following help desks: (1) NFC's *EmpowHR* Help Desk, (2) NFC's Payroll/Personnel Call Center, (3) NFC's WebTA Help Desk servicing designated USDA, OOC and HUD customers and (4) NFC's ABCO/ABCO Claims Help Desk.

All NFC applications will remain available during the holiday. T&As may be transmitted as early as Friday, December 17, 2010, but should be submitted no later than COB Monday, December 20, 2010.

Please note the change in the PAYE process for Pay Period 25, 2010. The first schedule of PAYE for Pay Period 25, 2010 for all databases will run on Wednesday, December 22, 2010. The second schedule of PAYE will be executed on Thursday, December 23, 2010.

As always, the NFC Operations and Security Center (OSC) will be available 24 hours per day, 7 days per week at 1-800-767-9641, 504-426-6435, or via email to OSC.ETIX@usda.gov.

Employees that may have questions regarding this notification are asked to contact their Servicing Personnel Office. Authorized agency Points-of-Contact having any questions regarding this notification are asked to contact NFC's Client Management Branch at Customer.Support@usda.gov.

JKC/M2-11-004/004

"Tip of the Week"

Agency personnel are reminded that bills established in calendar year 2010 related to gross income adjustments should be paid in full by December 31, 2010, to avoid negative tax consequences. For additional information please refer to the ABCO bulletin attached to the Customer Notification dated November 23, 2010 on the NFC Homepage.